



Department of
**Intellectual &
Developmental Disabilities**

Deputy Director of Person Centered Practice

Payroll Title: MH/IDD Program Director
(\$4,327 to \$7,787 per month DOE)

The Department of Intellectual and Developmental Disabilities (DIDD) is seeking candidates for the Deputy Director of Person Centered Practice position. The qualified candidate will possess a Bachelor's Degree (years of relevant experience can be used in place of a degree), professional experience working with individuals with intellectual or developmental disabilities, and knowledge of Person Centered Practices. The ideal candidate will have experience in program coordination or program management, has the ability to interpret and implement Person Centered philosophies, manage multiple projects in a timely manner, work independently, and possesses excellent verbal and written skills. Commitment to organizational growth and continuous improvement is a must. This position is located in the DIDD Central Office, in downtown Nashville, Tennessee.

Job responsibilities include:

- Work closely with DIDD providers involved in Person Centered Organization change efforts statewide, by providing ongoing support and training as needed
- Maintain ongoing collaboration with regional offices and providers to ensure program efficiency
- Completion of quarterly reports related to Person Centered Organization change efforts
- Assisting in the management of the self advocate work within the state (People Planning Together)
- Facilitation of statewide training (Person Centered Thinking, Person Centered ISP, People Planning Together, and Coaches Support)
- Acting as subject matter expert on policies, protocols, waiver service definitions, areas of the Provider Manual, etc. that pertain to the Person Centered Practice
- Providing consultation, technical assistance, and training to provider and ISC agencies that contract with DIDD, other divisions within the Department, and the Department's external partners where it relates to Person Centered Practice
- Collaboration with the development of statewide policies related to Person Centered Practice
- Participation on various committees, workshops, and workgroups

Statewide overnight travel is required and a valid driver license is required.

Skills needed for current position include strong knowledge of frequently used computer programs (Microsoft Office, Excel, and PowerPoint). This position will be filled with a person

who has the ability to manage multiple projects in a timely manner, collaborate positively with multiple stakeholder groups, possess excellent verbal and written skills, organize and prioritize assignments, work independently and have flexibility in their work schedule.

Anyone interested in applying for this position should send their resume and proof of education to Latrese.Johnson@tn.gov; inquiries may call (615) 253-5657. The deadline for submitting resume and proof of education is **Friday, January 27, 2017** or until filled.

The State of Tennessee is firmly committed to the principle of fair and equal employment opportunities for its citizens, and strives to protect the rights and opportunities of all people to seek, obtain, and hold employment without being subjected to illegal discrimination or illegal harassment in the workplace. It is the state's policy to provide an environment free of discrimination or harassment of an individual because of that person's race, color, national origin, age (40 and over), sex, pregnancy, religion, creed, disability, veteran's status, gender identity, sexual orientation, or any other category protected by state and/or federal civil rights laws.